City Administrator Report

The Honorable Mayor
and Members of the Board of Aldermen
City of Camdenton, Missouri

SUBJECT: City Administrator Report

October 16, 2014
Letter No. 14-017

Dear Mayor and Board Members:

The following City Administrator Report, while respectfully submitted to the Camdenton Mayor and Board of Aldermen, is provided and available to the general public, media, friends, and fellow co-workers to better inform them of our community activities.

I am a believer in the "Leadership Challenge" program. It notes that everyone in our organization is a leader and that everyone can improve their leadership skills. It also notes that research indicates that there are five trainable traits of a great leader. They are:

- Inspire a Shared Vision
- Challenge the Process
- Enable Others to Act
- Encourage the Heart
- Model the Way

"The very essence of leadership is [that] you have a vision. It's got to be a vision you articulate clearly and forcefully on every occasion. You can't blow an uncertain trumpet."

— Theodore Hesburgh

This quotation centers on the leader's trait of "Inspire a Shared Vision".

October 21, 2014 BOARD OF ALDERMEN MEETING

With the exception of any items in this CA report on the October 21 Meeting Agenda, unless there are questions, I do not anticipate any additional comments at this meeting.
Potential MoDOT Transportation Alternative Grants

In the last CA Report, we communicated about how the Lake of the Ozarks Council of Local Governments (LOCLG) and their Technical Advisory Committee is involved in recommendations to MoDOT for the selection of Community Transportation (TAP) Alternative Grants. Eligible project sponsors for these TAP grants must be a city, county or transportation related government agency to be eligible to administer a federal aid transportation project. All other entities including, but not limited to, school districts and not-for-profit agencies must partner with a city or county to apply for and/or administer a federal aid transportation project.

The project sponsor must provide a local match of at least 20 percent of the total project cost. The maximum amount of federal funds that can be requested is $500,000 and a project must meet one or more of 13 possible alternatives. These eligible categories include:

**Pedestrian and Bicycle Facilities Category:** This category provides funding for new or reconstructed sidewalks, walkways, curb ramps, bike-lane striping, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, wide paved shoulders, bike parking, bus racks, off-road trails, bike and pedestrian bridges, and underpasses.

**Conversion of Abandoned Railway Corridors to Trails Category:** This category provides funding for acquiring railroad rights of way; planning, designing and constructing multi-use trails; and developing rail-with-trail projects.

**Safe Routes for Non-Drivers Activities Category:** This category provides funding for construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs, such as access to transit.

**Recreational Trails Program (RTP) Activities Category:** This category provides funding for all eligible Recreational Trails Program (RTP) Activities such as but not limited to: restoration of existing recreational trails, development and rehab of trailside and trailhead facilities, construction of new recreational trails, and the acquisition of easements and property for recreational trails. Projects in this category can be applied for through MoDOT's call for projects (September 3, 2014 – November 14, 2014) or the Department of Natural Resources' (DNR's) call for projects (November 3, 2014). If funded through DNR the federal requirements (i.e. Davis Bacon) will be less stringent.

**Safe Routes to School (SRTS) Activities Category:** This category provides funding for all eligible SRTS programs to improve the health and well-being of children by enabling and encouraging them to walk and bicycle to school. Activities include but are not limited to student education; walking school bus program; and the installation of safety signage, flashing beacons, and sidewalks. Pedestrian and bicycle safety education is only eligible for
non-infrastructure projects that benefit elementary and middle school children.

**Scenic Turnouts and Overlooks Category:** This category provides funding for the construction of turnouts, overlooks, and viewing areas.

**Storm water Mitigation Category:** This category provides funding to address storm water management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff, including activities for runoff pollution studies, soil erosion controls, detention and sediment basins, and river clean-ups.

**Wildlife Management Category:** This category provides funding to address the reduction of vehicle-caused wildlife mortality; restoration and maintenance of connectivity among terrestrial or aquatic habitats.

**Outdoor Advertising Management Category:** This category provides funding for billboard inventories or removal of illegal and nonconforming billboards.

**Streetscapes and Vegetative Management Category:** This category provides funding for activities including but not limited to: Streetscapes (especially benefiting pedestrians), Junkyard screening and removal, and Landscaping related to transportation projects such as: vegetation management practices in rights-of-way to improve roadway safety, prevent against and removal of invasive species, and provide erosion control; projects to manage vegetation to improve sightlines and other safety considerations; and establishing living snow fences.

**Historic Preservation & Rehab of Historic Transportation Facilities Category:** This category supports the restoration of railroad depots, ferry terminals, bus stations and lighthouses, and the rehabilitation of historic roads, rail trestles, tunnels and bridges.

**Archaeological Activities Category:** This category helps fund archaeological activities such as research, preservation planning and interpretation, developing interpretive signs, exhibits and guides, and inventories and surveys relating to impacts from implementation of a transportation project eligible under title 23.

**Boulevards from Divided Highways:** This category helps fund converting divided highways to boulevards. Boulevards are defined as walk able, low-speed (35 mph or less) divided arterial thoroughfares in urban environments designed to carry both through and local traffic, pedestrians and bicyclists. Boulevards may be long corridors, typically four lanes but sometimes wider, serve longer trips and provide pedestrian access to land. Boulevards may be high-ridership transit corridors. Boulevards are for primary goods movement and emergency response routes and use vehicular and pedestrian access management techniques. Curb parking is encouraged on boulevards.
MoDOT plans to allocate approximately $3.285 million for the Central region that includes 18 Missouri counties for these projects. Applications are due to MoDOT by November 14 and must be reviewed before that date by our Lake of the Ozarks Council of Local Governments Technical Advisory (TAC) Committee.

In this month’s Parks Director Report he communicates that he has been busy working on some possible TAP grants that the City may wish to apply for. Some of these projects may include: the extension of sidewalks along HWY 54 east of the square, a sidewalk or walkways in collaboration with Camdenton RIII School District that will connect the elementary & middle school campus with the high school campus, and perhaps a grant to explore the potential of developing a trail from the City to Ha Ha Tonka State Park in collaboration with Missouri State Parks (DNR).

While we had communicated to the Board in our last report that we had planned to request approval from the Board on a request to apply for certain projects at this October 21, 2014 Board Meeting, in order to develop better cost estimates and to solicit additional input from the School District, we plan to present a request for your approval at your next Board Meeting on November 4.

Because of the tight timetable, we do however plan to present three applications to the Council of Local Governments TAC on the afternoon of November 4 and before the November 4 Board meeting that evening.

**LOREDC Lake of the Ozark Housing Study**

In the last CA report, I communicated to you information about the Lake of the Ozarks Regional Economic Development Council (LOREDC). I also communicated that the Chairman Corey ten Bensel recently appointed me as the Chairman of a committee to oversee the work of a potential housing study for the Lake of the Ozarks Region. Members of the committee include: Mark Beeler of Pinnacle Real Estate, Matt Duenke of Duenke Family Properties, Stan Schultz of Schultz engineering, and Jacob Neusche, with the Bank of Sullivan. The Housing Committee plans to have their first meeting at the Camdenton City Hall next Wednesday.

**Comprehensive Plan Consultant Selection Committee**

As we recently informed you the City received proposals from 10 firms to complete the update of the City's Comprehensive Plan. All of the City’s Comprehensive Plan Selection Committee including Mayor McNabb, Alderman Dan Hagedorn, Alderman Sandy Osborn, City Administrator Jeff Hancock, Park Board Member Gray Braman, and Planning and Zoning Commission Member Greg Hasty met this Tuesday. They selected the following four firms for future interviews. These firms include:

- Gould Evans
- Hoefer Wusocki Architecture
- PGAV Planners
- RDG

At that later date, the Committee will interview the firms and then rank all of the firms and select the highest ranked firm to work with City staff on a negotiated contract to complete the project. We have requested that the firms submit at the interview a sealed envelope
that would include the scope of services and their cost for said services. In anticipation of the interviews, city staff is obtaining and interviewing references for each of the firms.

**Water and Sewer Needs Study and Ultra Violet Sewer System**

While I am still reviewing the water and sewer needs study from Darren Krehbiel Consulting, I am pleased to inform you that the ultra violet system has arrived and that the project is now being installed. As previously communicated, we plan to discuss the water and sewer study along with our water and sewer rates at a future Board meeting.

**Recent City Administrator Activities, Meetings and Events**

Since our last Tuesday October 7, 2014 Board meeting, Wednesday morning we held our bi-monthly department director meeting and I attended Rotary. Early Thursday morning I gave a report to the Camdenton Chamber Board of Directors. That morning I also met with some local bankers, met with an Osage Board of Alderman, and met with the Parks Director and LOCLG Planner Andy Draper on the Camden County Emergency Plan update and the MoDOT TAP grants.

The week of October 13 included a Monday Columbus Day Holiday whereupon City Offices were closed. Tuesday included a meeting with the Lake Sun Editor and our local reporter Spree Hilliard, and a MoDOT TAP meeting with our Parks Director, Assistant School Superintendent, Dr. Ryan Neal and Principal of the Middle School, Dr. Paula Brown. I also attended that day a LOCOG Economic Development Advisory Committee (EDAC) meeting, a meeting with the slated 2015 Speaker of the House, and State Representative Diane Franklin on “Create a Great State, and a meeting with the Comprehensive Plan Selection Committee. Wednesday included a trip to a Quarterly Board meeting of the Missouri Rural Services Corporation in Jefferson City, and a meeting with the new Eldon City Administrator David Mitchem. Thursday included a morning meeting with publisher Mr. David Leathers of SHOWCASE PUBLISHING, a LORDEC meeting in Osage Beach, and a visit to the Hurricane Deck School to review the colored concrete that MoDOT plans to use on our downtown sidewalk project. I may take some vacation time off on Friday.

**Upcoming City Administrator Activities, Meetings, and Events**

The week of October 20 includes a Monday Lake of the Ozarks Council of Local Governments Board meeting. Tuesday is our Board of Aldermen meeting. Wednesday includes a Department Director’s meeting, the LOEDC Lake Ozark Housing Committee meeting and a Rotary meeting. Thursday includes a Park Board Meeting.

**UPCOMING BOARD OF ALDERMAN MEETING AGENDA ITEMS**

Some tentative Board of Aldermen Agenda items for the November 2, 2014 Board of Aldermen meeting may include:

- Discussion of Water and Sewer Needs Study and Rates
- Selection of the MoDOT TAP Grant Application Projects
- Possible Selection of Police Offer 1 and Firefighter Positions
- Election Procedure Ordinance

As always, if there are questions or a need for additional information, please contact me anytime.